

Board of Selectmen  
**SPECIAL MEETING**  
February 26, 2015 – 1:00 PM  
Town Hall

**MINUTES**

- 1.0** The meeting was called to order by First Selectman Joyce Okonuk at 1:00 PM. Selectmen Linda Finelli and John Bendoraitis were in attendance as well as Public Works Director Brandon Handfield. Visitors: None
- 2.0** The purpose of the meeting was to discuss a change to the budget request submitted for Account 430 Public Works based on an updated provided to the First Selectman from P.W. Director Handfield. Handfield explained to the Selectmen his concerns regarding the lack of available time to complete the essential tasks required of the Director position combined with insufficient staff to perform necessary road and facility maintenance activities. After serving in the capacity of Public Works Director/Town Engineer for the past 18 months it has become apparent that the day-to-day routine supervision of staff, coordination of equipment and facility repairs, round-the-clock snow and ice removal and on-call services for road and facility emergencies has not permitted him the time necessary to do the other functions of which he is responsible. These duties include long-term road and bridge planning and design, equipment replacement schedule, contract document and specification preparation, budget monitoring, and many other tasks essential to financial and project management within his department. It is his recommendation that a new position be added to the department to provide a working foreman position that could perform all duties of the highway maintainer while also providing management and supervision of daily job site operations.

Selectmen supported the need for the request and agreed to add this additional position to Account 430's proposed budget, with an estimated hourly rate of \$28.00 or \$58,240 per year as a supervisory, non-union position.

- 3.0 Motion by Finelli/Bendoraitis to adjourn the meeting at 2:18 PM. Vote: Yes, unanimous**

Respectfully Submitted,



Joyce R. Okonuk, First Selectman